

MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00PM — Tuesday, December 14th, 2021
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #36 — December 14th

At a Regular Meeting (#1) of the Board of Supervisors on Tuesday, December 14th at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Charlotte Hoffman, Vice-Chair
Amber Foster, Member
Kevin McGhee, Member
Carty Yowell, Member
Jonathon Weakley, County Administrator
Sean Gregg, County Attorney
Alan Berry, Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

New Business

10A. ECC Fiber Run Supplemental Appropriation

The County Administrator advised the Board of corrections to previous minutes that were included in the Board's materials.

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Yowell. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment session was closed.

CONSENT AGENDA

Supervisor McGhee made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

SPECIAL APPEARANCES

3. Financial Audit Presentation — David Foley, RFC

David Foley from Robinson Farmer Cox was present to provide the Board with an overview of the County's recently concluded audit. Mr. Foley advised the Board that RFC had issued an unmodified opinion on the County's financial status which meant that the audit was clean and without any significant compliance issues

- *Supervisor Yowell: Asked Mr. Foley about the unassigned fund balance and what Madison County's target should be.*

Mr. Foley responded that he did not know exactly what Madison County's specific goal was in regards to the County's fiscal policy, but that the County was hitting at least 20-25% of general fund expenditures; in other words, the County has a healthy fund balance.

The County Administrator commented that, in regards to Supervisor Yowell's question, the County's fiscal policy states that the unassigned general fund balance should be equal to no less than 14% of the County's total general fund budget including the School Board's budget.

Supervisor McGhee commented that he was happy that the County had a clean audit with regards to the previous year's trials and tribulations.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Building & Zoning: Ligon Webb was present and advised the Board that two members of the Planning Commission are leaving and that there will be 7 public hearings scheduled for the first PC meeting in January.

Finance: Michele Thacker was present and advised the Board that the audit was completed and FY21 has been closed out. P-Cards have been administered to department heads and budgets are also being worked on by department. Bobby Frye was also present and commented that the Board should be proud to see that the County's finances are in a good place. ERP is still on-going; hoping to get back on track by the middle of January.

- *Supervisor Yowell: Advised the other members of the Board that he and other department members met with Tom Char.*

Registrar: Lauren Eanes was present and advised that her office was going through record destruction and organization. Swearing in ceremony tomorrow for new supervisors and School Board members.

Planning Commission: Nan Coppedge was present and advised the Board of the public hearing on the large-scale outdoor events and a couple of rezoning cases. Nan also advised that she would be leaving the Planning Commission on January 18th.

Facilities: Moonie Frazier was present and advised that he had met with the contractor for the 414 and 410 buildings; said they were going to try and speed up the process for completion.

- *Chairman Jackson: Asked if the Board was withholding the final payment until completion.*

The County Administrator responded that \$50,000 were being withheld until completion.

Sheriff: Erik Weaver was present and advised the Board that he had spoken with the sheriff in Grayson County Kentucky yesterday and gave a shout-out to the Etlan Church for gathering supplies for the disaster in Kentucky.

School Board: Barry Penn Hollar was present and advised the Board of a resolution passed yesterday asking the Board to release the ESSER funds for the school's budget. Coming to the end of a long-range plan. Advised the Board of Supervisors that they had examined the student-to-teacher ratio and found it to be within the current guidelines.

- *Chairman Jackson: Asked Mr. Penn Hollar if VSBA was taking any initiatives to get teachers into rural areas.*

Mr. Penn Hollar responded that he believed that they were doing something, but he couldn't say exactly what they were doing to help the problem and that they tend to favor larger schools rather than smaller ones.

- *Chairman Jackson: Thanked Mr. Greene and Mr. Penn Hollar for their service on the School Board.*

EMS: Noah Hillstrom was present and advised the Board of the following:

- 131 Calls with an average of 11 minutes
- Working to fill open paramedic position
- Annual evaluations are all done
- Gavin continuing work as Emergency Coordinator
- January 3rd Work Schedule change to 3 shifts
- Received ambulance 385 from MCRS
- Received training orientation from the Fire Department
- Received 10 AEDs
- Agency inspection went well
- Mental health program with Cordico continuing with a later go live date around the first of the year

- *Chairman Jackson: Asked how many more AEDs were coming and how many the County had purchased.*

Mr. Hillstrom replied that 17 more units will be coming and that the County had purchased 10 of them.

Emergency Management: Gavin Helme was present and advised the Board that his current plan was to meet with all stakeholders in the County to find out what the County's needs are. Also working on the EOP. Working on joint training with other County agencies.

Commissioner of the Revenue: Brian Daniel was present and advised the Board that his office is currently working on Avenity implementation with January 18th as the first go-live date. New employee will be joining his office on December 27th. New construction assessments going out the week of the 27th.

➤ *Chairman Jackson: Asked if the company being used was the same as last time.*

Mr. Daniel responded that it is the same company (Wingate).

➤ *Chairman Jackson: Asked if the company was part of a service contract.*

Mr. Daniel replied in the affirmative.

Supervisor Yowell: Asked if the assessment covered only construction in progress as well as newly constructed projects.

Mr. Daniel responded that they may assign something like 50% done for buildings that had not been completed by January 1st.

E-911: Brian Gordon was present and advised the Board that equipment had been delivered that day for the radio projects. Hoover Ridge building permits should be applied for shortly after Christmas, construction maybe in January. Fiber run under construction. Mr. Gordon then advised the Board about the history behind the choice of location for the fiber run.

Supervisor McGhee made a motion to approve Supplemental Appropriation #5, seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

Blakey Ridge permit should be coming in soon as well. Hughes River might come before the Planning Commission on the 14th. Next Gen 911 will be upgraded around January 16-17th. Assistance to Firefighters grant to be submitted on Friday. Total call volume of 4034 and 1264 calls for service.

➤ *Chairman Jackson: Asked if the firefighter grant was the one that was previously denied to the County.*

Mr. Gordon responded in the affirmative.

PRA: Jerry Carpenter was present and advised the Board of the following:

- Smores with Santa event held yesterday — over 100 people attended
- Working on 2022 event calendar
 - April 23rd & 24th — Sheep dog trials

Animal Control: Greg Cave was present and advised the Board of the following:

- Working on numbers for yearly report
- Deadline this Thursday for shelter manager position

Economic Development & Tourism: Tracey Gardner was present and advised the Board of the following:

- Attended the governor's announcement about statewide broadband
- *Chairman Jackson: Asked where the County stood in regards to the reward given to Shentel.*

The County Administrator responded that he will have an update soon regarding the Shentel reward.

- *Chairman Jackson: Asked if there would be an MOU with Shentel as well.*

The County Administrator responded that he could not commit to saying yes or no at the current time.

- Winter parade went well
- Merry Madison had 100s of entries
- Working on events for next year
- Attended seminars for economic development
- Website views were down

IT: Bruce Livingston was present and advised the Board of the following:

- Providing support to various projects
- Backup problems with RDA clone
- Getting new laptops for new Board members
- VPN into CID building and Firehouse
- *Chairman Jackson: Asked if the transmitters would be taken down.*

Mr. Livingston responded that they would eventually be taken down.

Treasurer: Stephanie Murray was present and advised the Board of the following:

- Working on Avenity
- Successful collection season with delinquent notices going out today

Deputy Clerk: Alan Berry was present and advised the Board of the following:

- Advertising for 2 roles on the Planning Commission
- Advertising for CSB & BZA
- *Supervisor Foster: Recommended that the County pick someone with the County rather than a regular citizen due to the meeting schedule.*

PUBLIC HEARING

4. Employee Bonus Ordinance

Sean Gregg advised the Board that the County needed an ordinance in order to give bonuses to employees. Stated that he was in favor of the ordinance and that it would be helpful in emergency situations and when employees go above and beyond their duty.

Supervisor Yowell made a motion to approve Ordinance #2021-11, seconded by Supervisor Hoffman. **Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).**

5. Revision of Ordinance 19-3-2

In regards to the second public hearing, Sean Gregg advised the Board that the penalties for zoning violations currently are too small to be taken seriously. This ordinance would change the first offense to \$250 with subsequent violations being \$750 and the max cap being \$5000.

Supervisor McGhee made a motion to approve Ordinance 22-OA-01-22-4, seconded by Supervisor Yowell. **Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).**

OLD BUSINESS

6. UDA Update

The County Administrator advised the Board that the UDA would require a comprehensive plan amendment and recommended that the Board think about the amendment during their comprehensive plan review.

- *Chairman Jackson: Suggested that the Board direct the Planning Commission to look at the UDA issue and recommend something for Board approval.*

Nan Coppedge asked when the UDA would be due.

The County Administrator responded that VDOT would need it between August and October and that the review would need to take place before those times.

Supervisor Yowell made a motion to have the Planning Commission take up the task of defining the UDA areas and incorporating it into the County's Comprehensive Plan at the next 5-year cycle, seconded by Supervisor McGhee. **Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).**

NEW BUSINESS

7. Redistricting Update

Lauren Eanes was present and advised the Board of the proposed redistricting. The Congressional District would change from the 10th, the House of Delegates would change to the 62nd, and the Senate district would change to the 28th.

- *Supervisor Yowell: Asked if the Board's involvement was more-or-less a rubber stamp.*

Mrs. Eanes responded in the affirmative.

8. Finance Director Interview Panel

The County Administrator informed the Board of the creation of a panel to interview applicants for the open finance director position and asked if the Board might want to select members to participate on that panel.

The Board selected Supervisor Yowell and Supervisor Hoffman to sit on the panel.

10. Sheriff's Office Supplemental

- *Supervisor Yowell: Asked if this was an on-going expense related to dash and body cams.*

The Sheriff responded in the affirmative.

Supervisor Yowell made a motion to the Supplemental Appropriation 04, seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

11. Employee Bonus

Supervisor Yowell made a motion to approve a bonus of \$5000 for Roger Berry, seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

12. Resolutions for Retiring Board Members

Supervisor McGhee made a motion to approve the resolution for Loretta Strothers, seconded by Supervisor Hoffman. ***Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).***

INFORMATION/CORRESPONDENCE

- *Supervisor Yowell: Stated that Woodberry Forest's Varsity Soccer team organized a car wash to raise funds for the Madison Free Clinic. Also stated that Natalee Coates had interned for the Sheriff and that she was invited to the Organizational Meeting for her to introduce herself. Lastly, Supervisor Yowell stated that Skyline CAP was negotiating with MESA to purchase a building and would like the Board to think about maybe penning a letter of support for the process.*

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment session was closed.

CLOSED SESSION

Supervisor Hoffman made a motion to convene in closed session pursuant to Virginia Code Section:

- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation

Seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).*

Supervisor Hoffman made a motion to re-convene the Board in Open Session, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).*

Supervisor Hoffman made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and 2.2-3711(A)(8) that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor McGhee.

Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. *Aye: Jackson, Hoffman, Foster, McGhee, Yowell. Nay: (0).*